

## ***COUNCIL ON HUMAN RESOURCES***

**Thursday, August 26, 2004**

**9:30 a.m. – 12:30 p.m.**

### **Members Present:**

Marvin Boots	William Bunting
Erika Davis	Claudia Farr
Jim Frogue	John McE. Garrett
Anne Howard	Sabrina Johnson
William Ross	Kevin Salminen
Janice Sigler	Kelly Spraker
Sara R. Wilson	

### **Members Absent:**

William Coppedge	Jane A. Crockett
Millard "Pete" Stith	

### **Others Present:**

Mary Habel, DHRM, Health Benefits Program  
Jon Howe, Department of Planning & Budget  
Olivia McDonald, DHRM, Agency HR Services  
Aelise Noonan, DHRM, Agency HR Services  
Rick Pugh, DHRM, Agency HR Services  
Bob Vilcheck, DHRM, Personnel Development Services  
Barbara Tanner, DHRM, Administration

### **Call To Order**

The Council on Human Resources met on Thursday, August 26, 2004, at 9:45 a.m. at the Department of Human Resource Management, PDS Training Room 4.

Sara Wilson, Director of the Department of Human Resource Management (DHRM) welcomed the members and introductions were made.

### **Employee Suggestion Program Re-evaluation Process Proposal**

The Council heard information about the Employee Suggestion Program (ESP) from Olivia MacDonald, Human Resource Policy Analyst and Employee Suggestion Program Manager who presented an overview of the basic elements of ESP, a program that encourages and rewards

employees for ideas that save money, increase revenues, improve efficiency, or enhance safety. The Council received an update on program operations for fiscal year 2004.

Council decided that it would be inappropriate for either the whole group or members of the group to serve as a review panel when an employee request re-evaluation of suggestions not approved through the regular process. Council discussed ways to increase and improve the impact of ESP on state government, specifically ways to increase savings.

Some questions asked were:

- What is the deadline on an ESP?
- What happened when a suggestion is sent?
- Where does it go?
- Are employees who are in federally funded position eligible?
- If suggestion has been made and you haven't heard anything, what should they do?
- What is the average award?

Sara Wilson further explained the reason for centralization of the Employee Suggestion Program.

Council Members were asked to give any thoughts on the ESP program.

- Send any suggestions they may have to Barbara
- What's in it for employee?
- If responses aren't good, what would you suggest?

### **Employee Benefits Study**

Rick Pugh gave Council detailed information regarding the Employee Benefits study. He gave several examples of different leave used and types of leave. Rick distributed handouts and stated we need to come up with a better way of understanding leave. Sara explained the issues/concerns she had with the leave system.

Some questions asked:

- Does an agency have a right to say no?
- What happens when an employee is denied leave?
- When does a new idea create a new pocket of leave?
- Is leave centralized?
- Is the DHRM policy used in localities?
- What is the cask match?
- Do we consider benefit with EDR same?

Claudia Farr discussed briefly the role of EDR.

## **Impact of Compensation Reform**

Rick Pugh gave a brief discussion of Comp. Reform.

Some questions asked:

- Do you send out total comp report?
- Does it show what state contribution to Health Insurance for employee?
  - Answer: This information is listed on DHRM website, employers pays 88%.

## **Fair Labor Standard Act**

Recently completed five statewide training sessions for agency HR staff regarding changes. Information was distributed to Council regarding the impact of FLSA changes.

## **Recruiting Opportunities**

DHRM will contract work with Monster.com to develop and pilot program to address hard to fill jobs.

## **Open Discussion**

Health Insurance question:

- Health care for those who took early retirement
- Retiree plan for those 65-older

## **Other Topics of interest**

Going to the merit increase.

Hiring employees with degrees.

Certification

Pay for performance

These issues will be discussed at the next Council meeting.

There being no further business, the meeting adjourned at 12:40 p.m.

Respectfully Submitted,

Barbara Tanner  
Executive Assistant